Event Title: April Board Meeting Minutes  
Date: Tuesday, April 14, 2020  
Time: 9:30 am – 11:00 am  
Location: Virtual WebEx Meeting

I. Call to Order @ 9:46 am  
   • Motioned by Ranelle, Second by Sally  
   • Members in attendance: Sue Dickens, Natasha Krentz, Sara Ovist, DeAnna Lilienthal, Ranelle Brown, Sally Anderson  
   • Members absent: Chris Johnson (excused), Kevin Clark  
   • Guests: none

II. Check-In  
   • Spring Conference Update:  
     i. Most speakers have agreed to come next year  
   • May Session - Online  
     i. Potential Speaker: Andrew Yassi  
     ii. Sue to follow up with Kevin to confirm

III. Board Transitions and Election Plans  
   • New Potential Board Members: Susan McKinney  
   • Only positions that need to be elected need to be on the ballot: President-Elect, Secretary. We should include a note about the open appointed positions.  
   • Current Board Plan for 2020/2021:  
     i. Board Chair: Sue Dickens  
     ii. President: Sally Anderson  
     iii. President-Elect: (open)  
     iv. Treasurer: DeAnna Lilienthal  
     v. Treasurer Assistant: (open)  
     vi. Secretary: (open) (Natasha will continue until new Secretary is found.)  
     vii. Programming: (open) (and need committee members)  
     viii. Membership: Kevin Clark  
     ix. Business Relations: Ranelle Brown  
     x. Education: Sara Ovist  
     xi. Webmaster: Chris Johnson  
     xii. Member-At-Large: Natasha Krentz, Kristine Haugsland, Susan McKinney  
   • Logistics Discussed:  
     i. Sally to send an election notice communication to members.  
     ii. Sally to send solicitation email to other lists for non-elected positions.  
     iii. Sally to confirm who to be on the ballot.  
     iv. Ballot to be created via Survey Monkey by DeAnna.  
     v. Link to be put into a Constant Contact email and sent out by Sally.  
   • Timeline Discussed:  
     i. Notice to members sent out by April 17th  
     ii. Ballot sent out by May 1st – voting open thru May 11th
IV. Other Topics:

- MHIMA Update (Ranelle):
  i. Cancelled.
  ii. Most speakers agreed to do a recorded session that will be sent to attendees.
  iii. Vendors posted on their Facebook and webpage.

- April 9th Multi-Chapter Meeting (Sally):
  i. All chapters are having trouble finding people to plan the programming.
  ii. All chapters are having issues with maintaining chapters: declining membership, in-person attendance, more virtual meetings, less total meetings.
  iii. Tips on recruiting members: look for national members who are not local chapter members, search LinkedIn, reach out to companies who use to have members.

- Sheridan Story (Ranelle):
  i. $375 collected so far.
  ii. Request: Let’s close this out now and then advertise them via website and email.
  iii. Motion to close out and send check by: Natasha Krentz, seconded by Ranelle Brown.
  iv. Sue to create DAV paperwork and send to DeAnna Lilienthal.
  v. Motion to add $125 to the donation from Chapter funds by: Natasha Krentz, second by Ranelle Brown. Vote: unanimously approved.

V. Future Business

- Topics for May Board Meeting
  i. Update: Twin Cities ARMA - 60th Anniversary in 2021

VIII. Meeting Adjourned @ 10:34 am

- Motion to adjourn made by: Ranelle Brown
- Seconded by: Natasha Krentz
- Vote: unanimously approved